

Please Print on Company Letterhead

Month Day, Year

Patty Boyle  
Senior Financial Analyst  
City of Eugene  
100 West 10<sup>th</sup> Ave., Ste. 400  
Eugene, OR 97401

Re: Eugene Motor Vehicle Fuel Dealers Tax  
Refund for fuel used in vehicles subject to State weight-mile tax

Dear Ms. Boyle:

Pursuant to Eugene Code, 1971 section 3.483, I request that the City of Eugene issue a Refund Certificate for fuel dispensed at the following facility:

Company Name  
Mailing Address

Fuel Facility Address

I certify that a refund will be requested only for taxes paid on fuel used in vehicles subject to the weight-mile tax and covered by weight certificates bearing the identification numbers shown on the attached Exhibit.

I understand that any refunds must be claimed within 15 months of the date that the fuel was purchased and that refund applications may be filed no more frequently than quarterly and may not be filed to request refunds of less than \$25.

Respectfully submitted,

Corporate Officer

Title

Company Name and Location: \_\_\_\_\_  
Covered Vehicles

[illegible]